



**AGENDA OF THE REGULAR SESSION
CITY OF AUBURN PLANNING COMMISSION
1225 LINCOLN WAY, AUBURN, CA 95603**

November 6, 2012

6:00 PM

(Immediately following the HDRC meeting)

Planning Commissioners

Matt Spokely, Chairman
Bob Snyder
Fred Vitas
Lisa Worthington
Alan Young

City Staff

Will Wong, Community Development Director
Reg Murray, Senior Planner

I. CALL TO ORDER

II. APPROVAL OF MINUTES

May 1, 2012

III. PUBLIC COMMENT

This is the time provided so that persons may speak to the Commission on any item not on this agenda. Please make your comments as brief as possible. The Commission cannot act on items not included on this agenda; however, the items will be automatically referred to City staff.

IV. PUBLIC HEARING

A. ZONING INTERPRETATION – ADULT DAY CARE FACILITY IN THE NEIGHBORHOOD COMMERCIAL ZONE DISTRICT. The Planning Commission is asked to consider whether an adult day care facility should be permitted in the Neighborhood Commercial (C-1) zone district.

V. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

- A.** City Council Meetings
- B.** Future Planning Commission Meetings
- C.** Reports

VI. PLANNING COMMISSION REPORTS

The purpose of these reports is to provide a forum for Planning Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

VII. FUTURE PLANNING COMMISSION AGENDA ITEMS

Planning Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

VIII. ADJOURNMENT

Thank you for attending the meeting. The Planning Commission welcomes your interest and participation. If you want to speak on any item on the agenda, as directed by the Chairman, simply go to the lectern, give your name, address, sign in and speak on the subject. Please try to keep your remarks to a maximum of five minutes, focus on the issues before the Planning Commission and try not to repeat information already given to the Commission by a prior speaker. Always speak into the microphone, as the meeting is recorded on tape. It is the policy of the Commission not to begin consideration of a project after 10:00 PM. Such projects will be continued to the next meeting.

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the Community Development Department during normal business hours.

**MINUTES OF THE
AUBURN CITY PLANNING COMMISSION MEETING
May 1, 2012**

The regular session of the Auburn City Planning Commission was called to order on May 1, 2012 at 6:00 p.m. by Chair Spokely in the Council Chambers, 1225 Lincoln Way, Auburn, California.

COMMISSIONERS PRESENT: Snyder, Worthington, Young, Vitas & Spokely

COMMISSIONERS ABSENT:

STAFF PRESENT: Will Wong, Community Development Director
Lance E. Lowe, AICP, Associate Planner

I. CALL TO ORDER

II. PLEDGE OF ALLIGIENCE

III. APPROVAL OF MINUTES

None

IV. PUBLIC COMMENT

None

V. PUBLIC HEARING ITEMS

- A. CONTINUED PUBLIC HEARING FOR VARIANCE – 1650 RIDGEVIEW CIRCLE (GRULICH GARAGE VARIANCE) – FILE VA 12-02.** The applicant requests approval of a Variance to allow construction of a ±530 sq. ft. garage/workroom with a ±0 foot side yard setback in lieu of a 7.5 foot side yard setback; ±12.5 front yard setback in lieu of a 20 foot setback; and, to allow a second floor on an accessory building in the Single Family Residential (R-15) Zone (*This item was continued from the April 3, 2012 meeting*)

Planner Lowe presented the Variance request and discussed background and following up information requested by the Planning Commission.

Commissioner Worthington inquired about the enforcement of the parking restrictions by the HOA.

Planner Lowe noted the parking restrictions would be enforced by the HOA and City citation.

Chairman Spokely spoke with an HOA board member and verified that the HOA would eventually levy fines with continued violations.

Director Wong clarified the City's ability to cite if any violations occur.

Chairman Spokely noted that with the dimensioned site plan, it appears to be clear that the retaining wall will impact the trees.

Chairman Spokely also noted that the new grading costs of just under \$18,000 seems to be reasonable.

The Planning Commission discussed the trees, grading costs and other design options.

Commissioner Snyder joined the Planning Commission.

Chairman Spokely opened the public hearing.

Mr. Karl Grulich of 1650 Ridgeview Circle addressed the commission and discussed his proposal.

Mr. Grulich noted that he wanted to utilize the existing improvements since the sewer lift station improvements have been removed.

Mr. Grulich answered questions from the Commission.

Commissioner Worthington asked what additional measures could be imposed to alleviate parking over the sidewalk and discussed various options.

Commissioner Young thanked the applicant for coming back with the information requested.

Chairman Spokely noted that the applicant is requesting three variances and that he is comfortable with two of the three and believes that the garage should be moved back to a minimum of 18 feet.

Chairman Spokely asked the applicant if he would be willing to move the garage back an additional 4 feet?

Mr. Grulich replied that the additional costs with grading would make the project financially infeasible and that he probably would use the property for parking without the garage.

Chairman Spokely closed the public hearing.

Commissioner Young asked what could be done to assure that there is no parking over the sidewalk.

Planner Lowe noted that two options are available: One, as Commissioner Worthington discussed, could be to paint the driveway and provide signage. The second option would be to provide a deed notice to be recorded with the property.

Director Wong noted that painting and signage is really not appropriate in a residential zone; however, to include a condition that requires a recorded disclosure about the parking can be easily accomplished.

Commissioner Young felt comfortable with the proposal if a disclosure could be attached to the deed so future owners are aware of the parking limitations.

Commissioner Vitas felt comfortable with the project as proposed with the proposed new condition.

Chairman Spokely noted that he still is not comfortable with the front yard setback and lack of parking and cannot support the front yard variance.

Commissioner Vitas **MOVED** to adopt the resolution and actions as presented with the following added conditions:

1. Prior to the issuance of a building permit, the plans shall specify that automatic garage door openers shall be installed. The installation of the automatic garage door openers shall be verified prior to final inspection by the Planning Department.
2. Prior to the issuance of a building permit, a deed restriction shall be recorded with the County Recorder's Office that prohibits parking upon the sidewalk and other relevant variance conditions of approval. Document shall be subject to the review and approval of the City Attorney and Community Development Department. Applicant shall be responsible for the cost of the City Attorney.

Commissioner Young **SECONDED** the motion.

AYES:	Snyder, Worthington, Vitas, and Young
NOES:	Spokely
ABSTAIN:	None
ABSENT:	None

The motion was **APPROVED**.

B. VARIANCE – 110 RUBY STREET (SHERIFF VARIANCE) – FILE VA 12-03.

The applicant requests a Variance to allow two required parking spaces to be located in the front yard setback in the Medium Density Multiple Family Residential (R-3) Zone.

Planner Lowe presented the Variance request and discussed background and reasons for the variance.

Commissioner Worthington asked about the multiple family zoning and if the project meets the standards in the multiple family zone.

Planner Lowe replied that, with the exception of the parking, the project meets the standards in the multiple family zone.

Chairman Spokely asked about the site visibility issue and whether or not the parking spaces could be moved to the south to accommodate a 4 foot landscaping planter?

Planner Lowe noted that the parking spaces could be moved to the south to accommodate a landscape strip.

Commissioner Snyder asked about the storm drainage and piping that was installed previously.

Planner Lowe discussed the prior Parcel Map and improvements that were required and completed. An easement has been reserved to accommodate the drainage improvements.

Commissioner Snyder asked about the building restrictions on the easement?

Planner Lowe noted that the easement was for drainage improvements and did not know specifically what restrictions were imposed on building, but that the project is located outside of the easement.

Commissioner Snyder questioned whether or not the parking could be turned 90 degrees for better circulation.

Chairman Spokely opened the public hearing.

Ben and Stephanie Sheriff, applicants, addressed the commission and discussed their project.

Chairman Spokely asked if they were agreeable to adding a landscape strip?

Ben Sheriff replied that he had no objection to the landscape planter strip.

Ben Sheriff noted that the planter strip should not create a sight visibility or backing distance problem.

Chairman Spokely asked about the drainage.

Stephanie Sheriff replied that water does not flow overland to Ruby Way.

Commissioner Worthington asked about the 6 foot solid fence that could be constructed.

Planner Lowe described the 6 foot solid fence that could be constructed.

The Planning Commission discussed perpendicular parking vs. angled parking.

Commissioner Snyder **MOVED** to adopt the resolution and actions as modified with the additional condition to add a landscape strip:

A minimum four foot planter shall be installed along the east fence line fronting the parking spaces. The parking spaces shall be moved south to the extent possible provided that a minimum backing distance of 23 feet is required onto Ruby Street.

Commissioner Worthington **SECONDED** the motion.

AYES:	Snyder, Worthington, Vitas, Young & Spokely
NOES:	None
ABSTAIN:	None
ABSENT:	None

The motion was **APPROVED**.

VI. COMMISSION BUSINESS

None

VII. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

A. City Council Meetings

Director Wong noted that the next City Council meetings will be on June 11, 2012 to discuss the ARD fee study and discussion of Certified Local Governments.

B. Future Planning Commission Meetings

Director Wong noted that a Commission hearing is scheduled for June 5, 2012

C. Reports

None

VIII. PLANNING COMMISSION REPORTS

The purpose of these reports is to provide a forum for Planning Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

None

IX. FUTURE PLANNING COMMISSION AGENDA ITEMS

Planning Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

None

X. ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Lance E. Lowe, AICP



CITY OF AUBURN

Planning Commission – Staff Report

Meeting Date: November 6, 2012

Prepared by: Reg Murray, Senior Planner

**ITEM NO.
IV-A**

**ITEM IV-A: ZONING INTERPRETATION – ADULT DAY CARE FACILITY IN THE
NEIGHBORHOOD COMMERCIAL ZONE DISTRICT.**

REQUEST: The Planning Commission is asked to consider whether an adult day care facility should be permitted in the Neighborhood Commercial (C-1) zone district.

RECOMMENDED MOTION:

Move to find that adult day care facilities are an appropriate use type in the Neighborhood Commercial (C-1) zone district, subject to approval of a Use Permit.

ALTERNATIVE MOTIONS:

1. Move to find that adult day care facilities are an appropriate use type in the Neighborhood Commercial (C-1) zone district as a principally permitted use.
2. Move to find that adult day care facilities are not consistent with the Neighborhood Commercial (C-1) zone district (thereby maintaining the existing zoning code).

BACKGROUND/ANALYSIS:

The Community Development Department has been approached by Placer ARC to relocate their existing Adult Achievement Center (AAC) from Meadow Vista to the City of Auburn. Placer ARC is interested in purchasing a building in Auburn; however, the building is situated within the Neighborhood Commercial (C-1) zone district and a review of the Auburn zoning ordinance shows that adult day care facilities such as the AAC are not listed as permitted, or conditionally permitted, within that zone district (Attachment 1).

Based on this, Placer ARC has submitted a letter requesting that the Planning Commission review their use and provide an interpretation as to whether an adult day care facility is an appropriate use in the Neighborhood Commercial zone (Attachment 2). Ms. Barbara Guenther, Executive Director for Placer ARC, has also provided a Program Description for the AAC (Attachment 3). The description details the scope of services their adult care facility would provide. Staff's review of the program description finds the scope of services to be consistent with typical adult care facilities.

Auburn Municipal Code Section 9-4.301.(b) states that one of the powers of the Planning Commission is to interpret the provisions of this chapter (Zoning) in such a way as to carry out the intent and purpose in defining the standards, definitions, and permitted uses set forth in this

chapter. As such, the Planning Commission is empowered to review the request and determine whether adult day care facilities are a use type that is consistent with the Neighborhood Commercial zone district and whether such use should be considered a principally permitted (i.e. permitted by right) or conditionally permitted (i.e. permitted upon approval of a use permit) use.

The Community Development Department reviewed this request and believes that there are grounds to support it based on the following:

1. Staff surveyed the jurisdictions of Placer County, Grass Valley, Rocklin, and Roseville to compare their permitting requirements for adult day care facilities. As can be seen from the table below, the permitting requirements in zones comparable to the City's Neighborhood Commercial (C-1) zone are varied, but most of the jurisdictions do allow for adult day care facilities: Roseville allows the use by right, Placer County requires a Minor Use Permit, and Grass Valley requires a Use Permit. Also, while the City of Rocklin does not allow adult day care in their commercial zones, it does allow for child day care, a similar use, by Use Permit.

Jurisdiction	Requirement	Permitting ^{1,2}
Placer County	<i>Neighborhood Commercial (C-1)</i> General Commercial (C-2) Office/Professional (OP)	<i>Minor Use Permit</i> Minor Use Permit Minor Use Permit
Grass Valley	Residential zones <i>Community Business (C-1)</i> Central Business (C-2) Corporate Business Park (CBP) Office/Professional (OP)	Use Permit <i>Use Permit</i> Use Permit Use Permit Permitted
Rocklin	Single-family (R-1) Duplex/triplex (R-2) Multiple-family (R-3) Business/Professional (BP) ----- <i>Neighborhood Commercial (C-1)</i> Retail Business (C-2)	Use Permit Use Permit Use Permit Use Permit ----- <i>Use Permit (child day care)</i> Use Permit (child day care)
Roseville	Residential zones <i>Neighborhood Commercial (NC)</i> Community Commercial (CC) General Commercial (GC) Business Professional (BP)	Use Permit <i>Permitted</i> Permitted Permitted Permitted

¹ - Minor Use Permit (public hearing conducted at staff level)

² - Use Permit (public hearing conducted at Commission level)

2. As noted above, the Auburn zoning ordinance does not identify adult day care facilities (in the C-1 zone); however, the code does account for a residential component in that the Multi-family Residential (R3) zone allows for "Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve

more than 6 persons” upon approval of a use permit. Although this is a residential use type, it is associated with a similar client base and is targeted to operations with more than 6 persons.

3. An adult family day care facility includes several components that are consistent with uses that are principally permitted in the C-1 zone. This includes the office component for the facility administrators and the retail component associated with the thrift store. The care facility also includes specialized training, and the C-1 zone allows commercial schools such as secretarial, dance, business “and the like.”
4. Staff believes that the typical scope of services and use characteristics associated with the operation of an adult day care facility would likely not conflict with or impact other uses permitted in the Neighborhood Commercial zone.
5. The City’s existing zoning ordinance is almost 40 years old and does not account for the adult day care use type. As noted above, the use type is accounted for by other jurisdictions and would be included in an update of the City’s ordinance. The Commission’s determination would provide direction to Staff in regards to any future update.

Based on the information above, staff believes that it would be appropriate to allow an adult day care facility in the Neighborhood Commercial (C-1) as either a conditionally or principally permitted use. If the Commission supports the use type, but believes that individual requests should be reviewed and evaluated based on their own merits, location, and other factors, the Commission can include a requirement to require approval of a Use Permit (Recommended Motion above). Alternatively, if the Commission supports the use without any further review, it can provide direction that the use should be permitted by right (Alternative Motion #1 above). Finally, if the Commission does not believe the use is appropriate for the C-1 zone, it can issue a determination to that effect, thereby maintaining the existing zoning code (Alternative Motion #2 above).

ATTACHMENTS

1. Zoning Ordinance – Neighborhood Commercial
2. Placer ARC Request Letter – October 22, 2012
3. Placer ARC Program Description

(3) Rest homes and outpatient nursing care homes for up to 15 persons, including the children or adults constituting the family.

(B) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District subject to the approval of a use permit:

(1) Hospitals, medical and dental clinics and professional offices;

(2) Rooming houses for up to 15 persons;

(3) Nursery schools and child care centers;

(4) Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve more than 6 persons; and

(5) Drug and/or social rehabilitation or parole-related care facilities or residences. (1973 Code, § 9-4.503) (Ord. 558, eff. - -; Am. Ord. 585, eff. - -; Am. Ord. 745, eff. 9-12-1979; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 00-5, eff. 12-27-2000)

§ 159.033 NEIGHBORHOOD COMMERCIAL DISTRICT (C-1).

(A) The following uses shall be permitted in the Neighborhood Commercial (C-1) District when conducted within a building or other applicable area:

(1) Commercial:

(a) Amusement centers;

(b) Apparel shops;

(c) Art goods stores;

(d) Automobile parking lots;

(e) Bakeries;

(f) Book stores;

(g) Camera shops;

(h) Candy stores;

(i) Delicatessens;

(j) Drugstores;

(k) Florist shops;

(l) Fountains;

(m) Furniture stores;

(n) Gift shops;

(o) Glass stores;

(p) Hardware stores;

(q) Hobby shops;

(r) Ice cream shops;

(s) Liquor stores;

(t) Music stores;

(u) Newsstands and newspaper and related printing and publishing;

(v) Paint and wallpaper stores;

(w) Pet shops;

(x) Radio and television sales stores;

(y) Restaurants;

(z) Smoke shops;

(aa) Toy stores; and

(bb) Variety stores.

(2) Food:

(a) Bakeries employing not more than 3 persons full or part-time, excluding sales personnel;

(b) Cafés, restaurants and catering shops;

(c) Delicatessens and specialized food stores;

(d) Grocery, meat, fish, poultry, fruit and vegetable stores; and

(e) Health food stores.

(3) Services:

(a) Answering services;

(b) Banks;

(c) Barber shops;

(d) Beauty parlors;

(e) Building materials stores (retail);

(f) Business offices;

(g) Commercial schools (secretarial, dance, business and the like) ;

(h) Dance halls;

(i) Laundromats;

(j) Laundry and cleaning agencies;

(k) Medical and dental offices;

(l) Pressing shops;

(m) Photographers;

(n) Professional offices;

(o) Real estate and insurance offices;

(p) Repair shops for shoes, radios, television sets and domestic appliances;

(q) Tailor shops;

(r) Taxicab stands; and

(s) Utility offices.

(B) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of a use permit:

(1) Apartments and rental housing;

(2) Bowling alleys;

(3) Drive-in dairy products;

(4) Drive-in restaurants;

(5) Gasoline service stations;

(6) Living quarters in connection with an established commercial use;

(7) Nurseries and greenhouses;

(8) Taverns;

(9) Theaters;

(10) Churches and/or church-related uses;

(11) Outdoor vending and/or temporary sales of any product for private profit not conducted within a building (excepting those uses noted in division (C) below); and

(12) Outdoor seating with 13 or more seats in association with an existing eating establishment.

(C) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of the appropriate special permit as set forth in §§ 159.475 *et seq.*

(1) Temporary outdoor sales in conjunction with special events may be authorized by the Community Development Director without necessity of a use permit.

(2) Limited outdoor seating, up to a maximum of 12 seats, in association with an existing eating establishment.

(1973 Code, § 9-4.505) (Ord. 558, eff. --; Am. Ord. 718, eff. 1-11-1978; Am. Ord. 781, eff. 4-13-1983; Am. Ord. 794, eff. 1-11-1984; Am. Ord. 803, eff. 11-7-1984; Am. Ord. 87-1, eff. 2-11-1987; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 91-3, eff. 3-27-1991; Am. Ord. 92-16, eff. 8-26-1992)

**§ 159.034 CENTRAL BUSINESS DISTRICT
(C-2).**

(A) The following uses shall be permitted in the Central Business (C-2) District: all uses permitted in the C-1 District.

(B) The following uses shall be permitted in the Central Business (C-2) District when conducted within a building or other applicable area:

- (1) Antique stores;
- (2) Apartments and rental housing;
- (3) Apparel shops;
- (4) Appliance stores;
- (5) Art goods stores;
- (6) Automobile dealerships;
- (7) Automobile parts and accessory stores;
- (8) Automobile sales, services and lots;
- (9) Automobile service agencies;
- (10) Automobile upholstery shops;
- (11) Bank and lending agencies;
- (12) Barber shops;

- (13) Beauty shops;
- (14) Bike sales and repair shops;
- (15) Boat sales and repair shops;
- (16) Book stores;
- (17) Building materials stores (retail);
- (18) Bus terminals;
- (19) Camera and photographic supply stores;
- (20) Candy stores;
- (21) China and glassware shops;
- (22) Cigars and tobacco shops;
- (23) Communications equipment buildings;
- (24) Department stores;
- (25) Drapery shops;
- (26) Dressmaking stores;
- (27) Drugstores;
- (28) Employment agencies;
- (29) Florist shops;
- (30) Fountains;
- (31) Fur shops;
- (32) Furniture stores;
- (33) Garden supply stores;
- (34) Gift shops;
- (35) Hardware and homeware stores;
- (36) Hat shops;



Making The Difference For
Individuals With Special Needs

ATTACHMENT 2

October 22, 2012

Planning Commission, City of Auburn
City Hall
1225 Lincoln Way
Auburn, CA 95603

Dear Commissioners,

Placer ARC
Executive Offices
522 Vernon Street
Roseville, CA 95678
(916) 781 3016 Tel/
(916) 781 6510 Fax

www.placerarc.org

Adult Achievement Center
16825 Placer Hills Road
Mailing address:
P.O. Box 549
Meadow Vista, CA 95722
(530) 878 8912 Tel/
(530) 878 8907 Fax

Roseville Adult Center
531 Vernon Street
Roseville, CA 95678
(916) 783 5700 Tel/
(916) 783 4310 Fax

On The Go!
522 Vernon Street
Roseville, CA 95678
(916) 781 3016 Tel/
(916) 781 6510 Fax

Studio 700
Center for the Arts
700 Douglas Boulevard
Roseville, CA 95678
(916) 781 6911 Tel/
(916) 781 3317 Fax

Avenues Independent
Living Services
522 Vernon Street
Roseville, CA 95678
(916) 781 3016 Tel/
(916) 781 6510 Fax

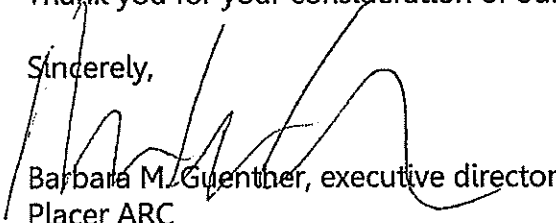
A California Nonprofit Public
Benefit Corporation

Placer ARC is interested in purchasing property in the city of Auburn for one of its programs, the Adult Achievement Center, which serves young and older adults diagnosed with intellectual and developmental disabilities. Placer ARC has a strong and enduring tradition in Placer County serving such individuals, and particularly in the community of Auburn, where its services were first launched in 1964.

Following an informational meeting with Reg Murray, Senior Planner, Auburn Community Development Department, I am asking the Planning Commission to render an interpretation as to whether the use Placer ARC proposes should be conditionally permitted in the C-1 zone. I have enclosed specific information on Placer ARC's proposed use the property in the C-1 Zone.

Thank you for your consideration of our use.

Sincerely,


Barbara M. Guenther, executive director
Placer ARC

Adult Achievement Center Program Description

Placer ARC's Adult Achievement Center (AAC) provides services to young and older adults with intellectual and developmental disabilities five days a week, with the exception of traditional holidays.

Placer ARC is a vendor of Alta California Regional Center and all participants are clients of the regional center and referred by their case manager (also known as a service coordinator) to our services. Individuals eligible for our services include,

- Persons with an intellectual disability (formerly known as mental retardation), epilepsy, cerebral palsy, and / or autism
- Person falling under a 'fifth category' who would benefit from services similar to those required for persons with an intellectual disability,
And
- Persons whose disability constitutes a substantial handicapping condition which occurs before their 18th birthday.

An average of 65 individuals participate in the services offered by AAC, some coming five days a week and some coming on a part time basis. The program hours are 9am to 3pm Monday through Friday and many arrive on private transportation provided by Alta California Regional Center. The program is staffed by 22, comprised of program instructors and aides, an administrative assistant, a director and two supervisors. The staffing ratio for AAC is one staff to three clients and staff hours for administrative staff is 8:00am – 4:30pm, for program instructors 8:30am – 3:30pm, and for program aides 9:00am – 2:00pm.

As a result of client documentation required, general Placer ARC agency policies, Community Care Licensing and Alta California Regional Center requirements, the Adult Achievement Center also functions largely as an office.

AAC has the designation, from the regulatory licensing and vendorizing entities, as an Adult Development Center. As such, activities generally include education and development in the areas of life skills training, community integration, safety,

mobility, prevocational skill development, food preparation, communication, and leisure. All classes, with the exception of our senior group, are out in the community at least 51% of the time each week.

A typical week of activity for our clients would proceed as follows,

- Arrive between 9:15am – 9:50am, go to assigned class
- Discuss / prepare for the day's activities, 9:30am – 10:00am
- Proceed with Morning break, 10:30am – 10:45am; Lunch break, 11:30am – 12:30pm; Afternoon break 1:45pm – 2:00pm
- Activity for the day might be either,
 - 10am – 2:00pm (sometimes less than 4 hours), Leave for the day's activity, which might include going out to lunch, bowling, to the movies, to the volunteer site (Auburn Recreation Department, St Joseph's Thrift Store, for example), personal shopping, out for coffee, purchasing items for cooking class, mobility training, and street safety
- Or in this manner,
 - 10:00am – 2:00 pm, Stay back at the center and proceed with life skills training activities such as basic cooking, emergency preparedness, art, computers, photography, gardening (they are busy planting their winter garden), volunteer tasks (shredding, answering the phone, filing) and snack bar administration
- 2:00pm – 2:30pm, Organize for bus / private transportation home
- 3:00pm, all clients have departed for the day

In addition to the services provided to our clients, we are planning on adding a Thrift Store component to our program in Auburn. We are looking at sites that could accommodate space for a modest donation drop off, moderately sized thrift store, and space for sorting and washing donations. By creating such an enterprise within our program, we will be providing an invaluable opportunity for prevocational skill development as well as part-time paid employment for some of our interested clients.